

## HUMAN RESOURCES OFFICE - CALIFORNIA NATIONAL GUARD TECHNICIAN VACANCY ANNOUNCEMENT

**VACANCY ANNOUNCEMENT #**

09-551

**OPEN PERIOD:**

10/15/2009 – 10/14/2010

**JOB TITLE:**

Occupational Health  
Nurse

**PAY GRADE AND SERIES:**

GS-0610-12

**PAY RANGE:**

\$72,168 - \$93,814

**POSITION LOCATION:**

Sacramento

**APPOINTMENT TYPE: PERMANENT - DUAL STATUS**
**PDCN #: 70679000**
**Security Clearance Required:**

Secret

**AREA OF CONSIDERATION: CURRENT CNG MEMBERS/TECHNICIAN**

Military grade of O-1 through O-4.

**Compatible Military Grade Assignment: MOS 66H**
**Key Requirements:**
**THIS IS A PERMANENT POSITION**

The primary purpose of this position is to manage a comprehensive Occupational Health Program for the state. Serves as the Joint Force Headquarters – State (JFHQ-ST) Occupational Health Nurse (OHN) consultant and principle advisor to the Adjutant General (TAG) on occupational health initiatives. Plans, develops, and analyzes the occupational health nursing services provided to National Guard personnel throughout the state.

**Recruitment/Relocation Incentive/Advance in Hiring Rate Based on Superior Qualification IS authorized upon approval.**

**PAYMENT OF PERMANENT OF CHANGE OF STATION (PCS):** Payment of Permanent Change of Station (PCS) is authorized upon approval and subject to the provisions of the Joint Travel Regulations

**Position Requires Travel:** Some, 1 to 5 days per month.

**QUALIFICATIONS and EVALUATION:**

**Basic Requirements:** Candidates at all grades must have active, current registration as a professional nurse and meet one of the following requirements:

1. Graduation with a bachelor's or higher degree in nursing and 24 month's professional nursing experience.
2. Graduation from a 3-year (at least 30 months) diploma program of professional nursing and 24 months professional nursing experience.
3. Graduation from an associate degree program or other program of at least 2 years in a school of professional nursing and 36 months professional nursing experience.

**TO BE CREDITABLE, XEROX COPIES OF COLLEGE TRANSCRIPTS ARE REQUIRED**

**Occupational Health Nurse GS-0610-12:** Must have 36 months specialized experience in the full range of professional nursing care principles, practices and procedures; experience in assessing, planning, implementing and evaluating employee/patient care utilizing the nursing process in determining employer hygiene problems, pre-placement termination and periodic screening tests to determine proper health care or hazards in a work environment; experience acquired from training or education using health care equipment and techniques common to normal nursing practices; experience which provided a good command of the English language and composing correspondence in written narrative form, (e.g., reports, projected proposals and comments); experience in work scheduling and personnel management of a group of employees; experience which would demonstrate the use of research material; experience with safety and health programs; experience working in a health related environment, i.e. nursing, nursing guidelines, medical surveillance principles and practices; experience working with or compiling statistical information; experience through education/training in the nursing career field, to include knowledge of other employee assistance programs.

**KNOWLEDGES, SKILLS, AND ABILITIES:** The following knowledge's, skills, and abilities will be used by the selecting officials to determine the best qualified applicants from which selection will be made:

1. Professional knowledge of the full range of health principles, practices, and procedures.
2. Knowledge of job related medical surveillance principles or practices, health education, epidemiology, legal and regulatory aspects of occupational health.
3. Skill in the use of specialized medical equipment, i.e. air sampling, oxygen, resuscitator and techniques or external cardiac compression.
4. Ability to communicate both orally and in writing.
5. Knowledge and skill in employee relations.
6. Ability to research, interpret and apply regulatory material.
7. Knowledge of safety and health programs.
8. Ability to identify and analyze hazards in relationship to work situations and activities.
9. Ability to gather, evaluate and analyze data.
10. Knowledge of and ability to complete industrial hygiene surveys, and conduct employee interview.

**SUBSTITUTION OF EDUCATION FOR SPECIALIZED EXPERIENCE:** Completion of all requirements for a doctoral degree (F.H. D. or equivalent) or three full academic years of graduate education.

**COPIES OF TRANSCRIPTS ARE REQUIRED FOR EDUCATION TO BE CREDITABLE**

**CREDITING NATIONAL GUARD EXPERIENCE:** NATIONAL GUARD SERVICE MAY BE CREDITED AS FULL-TIME EXPERIENCE WHEN EVALUATED AGAINST THE QUALIFICATION REQUIREMENTS FOR A MILITARY TECHNICIAN POSITION. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. THE LEVEL OF EXPERIENCE WILL BE DETERMINED BY THE ACTUAL DUTIES AND RESPONSIBILITIES PERFORMED.

**CONDITIONS OF EMPLOYMENT:**

- Must qualify for appropriate level of security clearance required for the position.
- Must maintain a compatible military unit, grade, and job assignment within the CA National Guard and wear appropriate military required grooming standards.

**HOW TO APPLY:**

1. Submit an Optional Form (OF) 612, Optional Application for Federal Employment or a current resume.
2. Attach any required documents (see Required Documents below).
3. Submit application package to the California National Guard – HRO Office via email at [NGCAHRJOBSTECH@CA.NGB.ARMY.MIL](mailto:NGCAHRJOBSTECH@CA.NGB.ARMY.MIL)

**REQUIRED DOCUMENTS (Application Packet):**

- OF 612, Optional Application for Federal Employment or current resume (mandatory)
- Transcripts, if applicable
- Miscellaneous Items ( i.e., Flight Records, Bar Certification), if applicable
- SF-50/DD214 (Current or Former Competitive Employees, VEOA Eligible), if applicable
- SF 181, Ethnicity and Race Identification Form (optional)

**APPLICATION FORMS ARE AVAILABLE AT THE HUMAN RESOURCES OFFICE WEBSITE**

[www.calguard.ca.gov/cahr](http://www.calguard.ca.gov/cahr) and at [www.opm.gov/forms/](http://www.opm.gov/forms/) .

**APPLICATIONS ARE ACCEPTED VIA EMAIL ONLYTO: [NGCAHRJOBSTECH@CA.NGB.ARMY.MIL](mailto:NGCAHRJOBSTECH@CA.NGB.ARMY.MIL)**

**The Human Resources Office will not accept applications via fax or mail without prior consideration from HRO Staffing. Resumes and Applications (OF 612) must include a valid return email address.**

Upon receipt, the Human Resource Office will review your application packet to determine if it meets the minimum Qualifications Requirements and the Area of consideration. The rating you receive is based on your application and supporting documents that you provide. Please follow all instructions carefully. **Applications or resumes without a current return email will not be considered.** Errors or insufficient information may affect your rating.

**ALL APPLICATIONS MUST BE RECEIVED IN THE HUMAN RESOURCES OFFICE (HRO) BY Midnight (Pacific Time) BY THE CLOSING DATE INDICATED ABOVE.**

**VETERANS PREFERENCE DOES NOT APPLY.**

All California National Guard Technician Vacancy Announcements can be found on our job website. Questions about announcements or how to apply may be directed to HRO Staffing at (916) 854-3350 or via email to [NGCAHRJOBSTECH@CA.NGB.ARMY.MIL](mailto:NGCAHRJOBSTECH@CA.NGB.ARMY.MIL)

**THE CALIFORNIA NATIONAL GUARD IS AN EQUAL OPPORTUNITY EMPLOYER**